



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE AUDIT BOARD

THURSDAY 14TH MARCH 2013

AT 6.00 P.M.

CONFERENCE ROOM, THE COUNCIL HOUSE, BURCOT LANE, BROMSGROVE

MEMBERS: Councillors L. C. R. Mallett (Chairman), J. S. Brogan (Vice-Chairman), Ms. M. T. Buxton, Dr. B. T. Cooper, S. J. Dudley, Miss P. A. Harrison and Mrs. H. J. Jones

AGENDA

1. To receive apologies for absence and notification of substitutes
2. Declarations of Interest
3. To confirm the accuracy of the minutes of the meeting of the Audit Board held on 13th December 2012 (Pages 1 - 6)
4. Grant Thornton - Certification Report 2011/ 2012 (Pages 7 - 20)
5. Grant Thornton - Auditing Standards (Pages 21 - 42)
6. Grant Thornton - Audit Plan March 2013 (Pages 43 - 64)
7. Grant Thornton - Progress Report (Pages 65 - 78)
8. Presentation from Head of Service, Leisure and Cultural Services
9. Statement of Accounting Policies (Pages 79 - 102)
10. Audit Commission Annual Governance Report 2011 - 2012 - Verbal update in respect of progress made on the actions
11. Corporate Fraud (how the Authority pro-actively responds) - Verbal update

12. Benefits Investigations - Demographic Profile (Pages 103 - 104)
13. Corporate Risk Register / Risk Management Update - Presentation from the Head of Finance & Resources
14. Audit Board End of Year Report - For Member discussion
To discuss the Board's End of Year report and timescales.
15. Audit Board Work Programme (Pages 105 - 106)
16. DRAFT Internal Audit Plan 2013 / 2014 (Pages 107 - 114)
17. Internal Audit Monitoring Report (Pages 115 - 124)
18. To consider, and if considered appropriate, to pass the following resolution to exclude the public from the meeting during the consideration of items of business containing exempt information:-

"RESOLVED that under Section 100 I of the Local Government Act 1972, as amended, the public be excluded from the meeting during the consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A to the Act, as amended, the relevant paragraphs of that part being as set out below, and that it is in the public interest to do so:-

<u>Item No.</u>	<u>Paragraphs</u>	“
19	7	

19. Appendices 3 and 4 for Agenda Item 17 - Internal Audit Monitoring Report (Pages 125 - 158)
20. To consider any other business, details of which have been notified to the Head of Legal, Equalities and Democratic Services prior to the commencement of the meeting and which the Chairman, by reason of special circumstances, considers to be of so urgent a nature that it cannot wait until the next meeting

K. DICKS
Chief Executive

The Council House
Burcot Lane
BROMSGROVE
Worcestershire
B60 1AA

6th March 2013



INFORMATION FOR THE PUBLIC

Access to Information

The Local Government (Access to Information) Act 1985 widened the rights of press and public to attend Local Authority meetings and to see certain documents. Recently the Freedom of Information Act 2000 has further broadened these rights, and limited exemptions under the 1985 Act.

You can attend all Council, Cabinet and Committee/Board meetings, except for any part of the meeting when the business would disclose confidential or “exempt” information.

You can inspect agenda and public reports at least five days before the date of the meeting.

You can inspect minutes of the Council, Cabinet and its Committees/Boards for up to six years following a meeting.

You can have access, upon request, to the background papers on which reports are based for a period of up to six years from the date of the meeting. These are listed at the end of each report.

An electronic register stating the names and addresses and electoral areas of all Councillors with details of the membership of all Committees etc. is available on our website.

A reasonable number of copies of agendas and reports relating to items to be considered in public will be made available to the public attending meetings of the Council, Cabinet and its Committees/Boards.

You have access to a list specifying those powers which the Council has delegated to its Officers indicating also the titles of the Officers concerned, as detailed in the Council’s Constitution, Scheme of Delegation.

You can access the following documents:

Meeting Agendas
Meeting Minutes
The Council’s Constitution

at www.bromsgrove.gov.uk